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ABSTRACT

During the 1986-87 program year, the Transitional Support Services Program, a cooperatively funded project between the Job Training Partnership Act and the Carl D. Perkins Vocational Education Act, continued its services as a career development program for single parents/homemakers in Kentucky who are unemployed or underemployed. The program consisted of a 60-hour orientation to the world of work emphasizing employability skills, personal development, and career development. Personal counseling, short-term training programs, work internships, and scholarships were available to help serve individual participant needs. Upon completion of the orientation program, the participants were assisted with a job search or enrollment into General Educational Development training, vocational school, college, or other training programs. Specific recommendations for 1986-87 included active recruitment of males and minorities, allocation of additional funds for child care and travel, organization of support groups, and placing of greater emphasis on parenting skills, spouse abuse, personal money management, basic literacy, and nontraditional careers for women. (Supplemental materials comprising nearly 90% of the document are appended, including publicity items and sample forms used in the project.) (YLB)

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JUL 20 1987

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# TRANSITIONAL SUPPORT SERVICES PROGRAM

Somerset Community College
Somerset, Kentucky 42501

Annual Report 1986-87

Program Coordinator: Kay Spillman
Instructor: Shirlee Stephenson
Counselor/Secretary: Glenna Smith

Project Number: P6800 4836 0541 8724

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Date: June 30, 1987

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TRANSITIONAL SUPPORT SERVICES PROGRAM

I. Program Summary

The Transitional Support Services Program is a cooperatively funded project between JTPA and Vocational Education. It is a career development program primarily for single parents/homemakers who are unemployed or underemployed. The program consists of a 60-hour orientation to the world of work emphasizing employability skills, personal development and career development. Personal counseling, short-term training programs. work internships and scholarships are available to help serve individual participant needs. Upon completion of the orientation program, the participants are assisted with a job search, enrollment into GED training, vocational school, college, or other training programs. Referrals for additional services are made to local service agencies.

II. Major Activities & Achievements

July: Program planning, career and personal counseling, recruiting for August Orientation, Vocational Assessment Conference, Lexington, Ky.

August: JTPA Service Providers Workshop; Single Parent/Homemaker Network Meeting, Elizabethtown; Orientation program for 12 participants; GED and College placement of participants; Women in Management Conference, Somerset, Ky.

September: Individual personal and career counseling; recruiting for October Orientation; National DHN Conference, Tampa, Fl; program planning and consultation services.

October: Orientation class of 18 participants; In-Home Health Aide class for 16 participants-12 completing; Computer Literacy class for 9 participants; Grant Writing Workshop, Louisville, Ky.

November: Commercial Sewing class for 14 participants; GED instruction-one participant received GED certificate; Five-year program review for VO-ED; JTPA Monitoring visit; Single Parent/Homemakers Meeting, Louisville, Ky; Chemical Dependency Workshop, Richmond, Ky.

December: Audit of Records; organized a Program Advisory Committee; assisted participants with job search and placement; 3 students received GED certificates.

January: Thirty participants enrolled in college; 3 students received GED certificates; 1 student entered LPN training at vocational school; Single Parent/Homemakers Project Directors' Workshop, Louisville, Ky.

February: Single Parent/Homemaker Directors' Conference, Louisville, Ky; recruitment for March Orientation; individual personal and career counseling; assisted in job search and placement; program planning; Advisory Committee meeting.

II. Major Activities & Achievements (cont.)

March: Orientation for 19 participants; 1 participant received GED certificate; 3 participants received certificates and Continuing Education credits in Computer Literacy; Kay assisted with writing core curriculum for Kentucky Single Parent Homemaker programs, Bowling Green, Ky.; JTPA Monitoring visit.

April: Instituted weekly two-hour, open-ended group counseling session; six participants tested at vocational school; one participant began med-tech at vocational school; became affiliated with Parents Anonymous as advisors and sponsors; individual personal and career counseling.

May: First graduate from Vocational School- woman in the Diesel Mechanic program; first graduate from Somerset Community College in the Human Services program; four participants entered Vocational School Learning Center; thirteen participants began Intersession at Somerset Community College.

June: Twelve participants enrolled for Summer School at Somerset Community College; one participant enrolled in Respiratory Therapy at Vocational School; JTPA monitoring visit; close out files for Vo-Ed & JTPA; final records for year.

III. SPH Final/Annual Report (See Attachment A)

IV. Recommendations for 1986-87 that were addressed during the year:

1. Actively recruit male single parent/homemakers and minorities:

   Seven men were served by TSS during 1986-87. Two attended Orientation programs and five were served through individual counseling. We served two minority persons in the TSS program during the year. This will continue to be a goal for 1986-87.

2. Employ all Transitional Support Services staff on full-time contract:

   TSS were able to employ three full-time staff persons during the 1986-87 program year.

3. Include additional funds for participant childcare/travel:

   Additional funds were allotted for childcare and travel, which made it possible for needy participants to attend classes.

4. Serve additional single parent/homemakers who are attending college by organizing a support group:

   A regular scheduled support counseling group that meets weekly was started during the year.

IV. Recommendations (cont.)

5. Place greater emphasis on parenting skills, spouse abuse, personal money management, basic literacy, nontraditional careers for women:

   Parenting skills: Organized "Creating Parenting" class.

   Spouse abuse: Served spouse abuse center with outreach services.

   Personal money management: Individual financial counseling was available to each participant.

   Basic literacy: GED classes met one day each week. Twenty-four people attended classes; eight received GED certificates.

   Nontraditional careers: Three women are in vocational school in nontraditional classes; one woman received vocational degree in diesel mechanics.

   Other: Program Advisory Committee was formed during the program year and has met twice.

V. Additional Issues to be Addressed 1987-88

1. Implement ideas from new Single Parent/Homemaker Core Curriculum.
2. Expand parenting education to reach additional parents.
3. Recruit additional males and minorities.
4. Provide counseling services for Vocational School's single parent/ homemakers.
5. Implement a peer mentoring program for TSS participants in college.

VI. Supplemental Materials

Supplemental Materials

# Somerset Community College

## University of Kentucky

808 Monticello Road Somerset, Kentucky 42501 Phone (606) 679-8501


Grants Office

TRANSITIONAL SUPPORT SERVICES PROGRAM

CLIENTS: Who is eligible for services? Persons who are in one or more of the following categories:

* Single Heads of Households
* Displaced Homemakers
* Unemployed Women/Men
* Under-employed Women/Men
* Single Parents/Homemakers

PROGRAM:

1. Sixty-hour orientation to the World of Work including employability skills, career, personal and financial counseling.
2. Two hours per week of support counseling for up to one year.
3. Assistance in entering vocational school, college, GED training, literacy training, or employment.
4. Interest and aptitude testing.

PROGRAM OBJECTIVES:

1. Develop the vocational and educational skills that will allow me to become self-supporting through being employed.
2. Take interest and aptitude tests to determine a suitable career.
3. Participate in employability skills training that will assist me in obtaining employment.
4. Become familiar with my own life goals and how to achieve them.
5. Become more aware of myself by participating in self-actualization activities.
6. Learn job retention skills that will lead to job success.
7. Participate in personal counseling through support group and individual counseling.
8. Become more financially secure by participating in financial planning activities.
9. Develop self-assessment skills that will enable me to become aware of how I communicate with others.

OFFICE
Somerset Community Colleges
Transitional Support Services
Meece Hall, Room 12
(606) 679-8501, ext. 232
8:00 a.m. to 5:00 p.m.



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# Are You ...

UNEMPLOYED OR LOOKING FOR SOMETHING BETTER? Do you feel that you need to find out more about yourself before you find a job? Do you need to learn new skills, or expand your knowledge before you feel ready?

SEARCHING for others who are in a situation similar to yours with whom you can share concerns, frustrations, feelings?

WILLING to invest sixty hours in a workshop that will make you feel good about yourself, direct you toward services and agencies, give you an opportunity to meet new friends, teach you employability skills?

# Then...

TRANSITIONAL SUPPORT SERVICES PROGRAM is for you !!!!!

CONTACT:

SOMERSET COMMUNITY COLLEGE
Transitional Support Services
808 Monticello Road
Somerset, Kentucky 42501

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# Somerset Community College

## University of Kentucky

808 Monticello Road Somerset, Kentucky 42501 Phone (606) 679-8501


Grants Office

TRANSITIONAL SUPPORT SERVICES

THIS INFORMATION WILL BE KEPT CONFIDENTIAL DATE_____

I. PERSONAL DATA Social Security #_____

Name_____ Phone_____

Address_____

Date of Birth:_____Marital Status_____

Number of Children_____Children's Ages_____

Do you have a car?_____Do you have Ky. Driver's License?_____

II. CURRENT RESOURCES

1. Have you gone to the Department of Employment Services for employment?____

2. Have you applied for work?_____ Where?_____

_____

3. Source of income?_____

III. EMPLOYMENT HISTORY

1. Are you currently employed?_____Where?_____

_____

2. Have you ever been employed?_____

3. List your employment record below--List last job first

| DATE | COMPANY | DUTIES/RESPONSIBILITIES |
|---|---|---|
| | | |
| | | |
| | | |
| | | |



(OVER)


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IV. EDUCATION HISTORY

What was your highest grade completed in school?_____

Name of School_____

Do you have a G.E.D. Certificate?_____Date_____

Have you attended college?_____Where?_____

Have you attended Vocational School?_____Where?_____

What did you take in College/Vocational School?_____

V. HEALTH SCREENING

How would you describe your general physical health? Excellent_____Good_____

Fair_____ Poor_____

List any illness or disability that would keep you from working

_____

VI. ACTION PLAN

What type of training would you like? Name at least two.

1. _____

2. _____

What do you think you need to be prepared for employment?

_____ Short term skills training

_____ Long term skills training

_____ More education

How did you learn about this program?_____.

Somerset Community College
University of Kentucky
808 Monticello Road Somerset, Kentucky 42501 Phone (606) 679-8501

TRANSITIONAL SUPPORT SERVICES PROGRAM

BEHAVIORAL OBJECTIVES:

1. Develop the vocational and educational skills that will allow me to become self-supporting through being employed.
2. Take interest and aptitude tests to determine a suitable career.
3. Participate in employability skills training that will assist me in obtaining employment.
4. Become more aware of myself by participating in self-actualization activities.
5. Become familiar with my own life goals and how to achieve them.
6. Learn job retention skills that will lead to job success.
7. Participate in personal counseling sessions to improve my life.
8. Become more financially secure by participating in financial planning activities.
9. Develop self-assessment skills that will enable me to become aware of how I interact with others and how they perceive me.

ORIENTATION PROGRAM TOPICS

Personal Development Topics

How Strong Is Your Life Force?
Roles & Realities of Women
Managing the Dual Role of Wage Earner/Homemaker
Making the Most of Your Personal Appearance
Communicating Effectively
Assertiveness Skills: Saying NO Gracefully
You ARe What You Eat!
Physical Fitness for Life
I Can't/I Won't Snydrome
The Self-Fulfilling Prophecy
Breaking into Non-Traditional Careers for Women
How About a Little Self-Respect?
Family Feuds: How About a Little Strategy
Daydreams, Fantasies, Wishes
Superwoman Snydrome
Success



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Worrying
Are You Your Own Worst Enemy?
Things I Want for my Birthday
My Personal Lifeline
Happiness Is.....
Up With Motivation, Down With Apathy
Self-Esteem Building

DEVELOPING EMPLOYABILITY SKILLS:

Job Outlook in South-Central Kentucky
Looking for a Job: Sources & Searches
Resumes & Cover Letters
Interviews
Keeping the Job: Positive Work Attitudes

CAREER DEVELOPMENT

Choosing a Career
Aptitude Testing
Interest Testing
Setting & Reaching Job Goals
Education & Training for Jobs of the Future
Somerset State Vocational School
Somerset Community College
Choosing the Right Training Program

CONTACT:
Kay Spillman,
Coordinator
Meece Building, Room 12

# Somerset Community College

## University of Kentucky

808 Monticello Road Somerset, Kentucky 42501 Phone (606) 679-8501

Grants Office


TRANSITIONAL SUPPORT SERVICES PROGRAM
Participant Assessment

Name_____
Date_____

ACADEMIC ASSESSMENT
- ___Academic Transcripts
- ___ACT or CPP Test Results
- ___Aptitude Test
- ___GED Test Results
- ___Math Test
- ___Reading Test
- ___TABE Test Results
- ___Other

ATTITUDE ASSESSMENT
- ___Employer
- ___Interview
- ___Observations
- ___Peer Evaluation
- ___Test
- ___Work Values Inventory
- ___Worker Attitude Checklist
- ___Other

FINANCIAL
- ___JTPA Assessment

HEALTH ASSESSMENT
- ___Medical
- ___Self-assessment
- ___SCC Health Form
- ___Stress Inventory
- ___Other

JOB READINESS ASSESSMENT
- ___Interview
- ___Job Readiness Checklist
- ___Job Values Inventory
- ___Work Environment Preference Checklist
- ___Other

LEARNING STYLE
- ___Test

PSYCHOLOGICAL ASSESSMENT
- ___Assertiveness Inventory
- ___Interview
- ___Medical
- ___Self-Esteem Index
- ___Other

SOCIALIZATION ASSESSMENT
- ___Communications Style
- ___Interview
- ___Self-Appraisal
- ___Other

VOCATIONAL INTERESTS INVENTORIES
- ___CAI
- ___CCAP
- ___COPS
- ___JOB-O
- ___Personality Traits Inventory

WORK HISTORY
- ___Application
- ___Interview
- ___Resume

WORK SAMPLE
- ___Work Internship




(over)



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PROGRAM GOAL(S)

1.

2.

3.

4.

RECOMMENDATIONS:

SUPPORT SERVICES:

# Somerset Community College
## University of Kentucky

808 Monticello Road Somerset, Kentucky 42501 Phone (606)678-8174

TRANSITIONAL SUPPORT SERVICES ACADEMIC SCHOLARSHIP APPLICATION
For One Course At Somerset Community College

Name _____
Last First Middle

Social Security Number _____ County _____

Home Address _____
Street/Route City

_____ ( ) _____
State Zip A.C. Telephone Number

High School _____
Name Location

Career Goal _____

Why Have You Chosen This Career? _____

Reasons For Applying For This Scholarship _____

_____

EXTRA CURRICULAR ACTIVITIES (Include school, community, and other similar organizations)

| | WHEN |
|---|---|
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |

AWARDS AND RECOGNITIONS

| | |
|---|---|
| _____ | _____ |
| _____ | _____ |

WORK EXPERIENCE ( USE ADDITIONAL SHEET IF NECESSARY)

| | |
|---|---|
| _____ | _____ |
| _____ | _____ |



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# Somerset Community College
## University of Kentucky

808 Monticello Road Somerset, Kentucky 42501 Phone (606)678-8174


TRANSITIONAL SUPPORT SERVICES ACADEMIC SCHOLARSHIP APPLICATION
For Nontraditional Field at Somerset Vocational School

Name _____
Last First Middle

Social Security Number _____ County _____

Home Address _____
Street/Route City

_____ ( ) _____
State Zip A.C. Telephone Number

High School _____
Name Location

Career Goal _____

Why Have You Chosen This Career? _____

_____

Reasons for applying for this scholarship _____

_____

EXTRA CURRICULAR ACTIVITIES (Include school, community, and other similar organizations) WHEN

_____ _____

_____ _____

_____ _____

AWARDS AND RECOGNITIONS

_____ _____

_____ _____

WORK EXPERIENCE (USE ADDITIONAL SHEET IF NECESSARY)

_____ _____

_____ _____



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TRANSITIONAL SUPPORT SERVICES

REQUEST FOR REIMBURSEMENT TO PARTICIPANT FOR TRAVEL

Participant's Name and Address (type or print)

_____ _____
S.S. #

_____

_____

_____

Period covered from _____ through _____
(date) (date)

Total mileage_____ X 18 cents per mile =$_____

I certify that the above information is correct

_____
Participant's Signature

Reimbursement approved by _____
Project Coordinator

TRANSITIONAL SUPPORT SERVICES FOR WOMEN

REQUEST FOR REIMBURSEMENT TO CHILD CARE PROVIDER

Provider's Name and Address (type or print)

_____

_____

_____

_____

Period covered from _____ through _____
(date) (date)

Total number of days_____

Total Charge_____

Participant's Name and Address

_____

_____

_____

_____

I certify that the above information is correct

_____ _____
Provider's Signature Provider's S.S.#

_____
Participant's Signature

Reimbursement approved by _____
Project Coordinator

FORM PA-1

# UNIVERSITY OF KENTUCKY

## 1099 INFORMATION SHEET

1. SOCIAL SECURITY NO. 6
2. LAST NAME 15
3. FIRST NAME 35
4. M. INITIAL 50
5. STREET NO. AND NAME / (BOX) 51
6. CITY 16
7. STATE 31
8. ZIP CODE 33
9. AMOUNT $ 38
10. DATE 77 M D YR

---

11. VOUCHER NO. 43
12. CODE NO. 56

INSTRUCTIONS:

1. Department must complete this form, items 1 through 10.
2. Leave blank blocks where spaces are needed. Information will be keypunched directly from this form.
3. Attach the completed form to the DAV or requisition.
4. Items 11 and 12 will be completed by the appropriate accounting office.

VOCATIONAL EDUCATION WORK-STUDY INTERNSHIP
TRANSITIONAL SUPPORT SERVICES
SOMERSET COMMUNITY COLLEGE

PURPOSE: Career Exploration

HOURS: 100 hours of on-the-job work experience

SALARY: Varies according to work assignment

OBJECTIVES:

1. Participate in interest and aptitude testing to determine suitability of chosen career goal.
2. Participate in a mock job interview with a prospective employer.
3. Interview two persons working in a job related to career goal.
4. Write a job description using resource materials in career center and/or information from interviews.
5. Perform job duties that are related to career goal.
6. Keep a log showing work assignments, attendance and attitudes about the job.
7. Participate in a job performance evaluation by the employer at worksite.
8. Formulate a plan for entering the career.

VO-ED account number: 4-21469 CODE 8

# EMPLOYMENT INFORMATION INTERVIEW

JOB: DATE:

EMPLOYEE:

1. WHY DID YOU ENTER THIS FIELD?

2. WHAT IS A TYPICAL DAY LIKE?

3. WHAT ARE THE MOST ENJOYABLE ASPECTS OF THE JOB?

4. WHAT ARE THE MOST FRUSTRATING ASPECTS OF THE JOB?

5. WHAT CHANGES DO YOU SEE IN THIS CAREER IN THE FUTURE?

6. WHAT ADVICE DO YOU HAVE FOR SOMEONE ENTERING THIS FIELD?

7. WHAT ARE SOME OTHER CAREERS RELATED TO YOURS?

8. WHAT SPECIAL TRAINING IS REQUIRED FOR YOUR JOB?

# EMPLOYER'S GENERAL EVALUATION

STUDENT'S NAME _____

TRAINING STATION _____

Supervisor's ratings are helpful to us in evaluating the student's job performance. In addition, they serve as a basis for the student to work toward developing additional strengths in those areas which indicate weaknesses.We would appreciate your frank opinions on the following categories.

## I. JOB PERFORMANCE

Attendance
- ____ regular
- ____ irregular

Quality of Work
- ____ superior
- ____ very good
- ____ good
- ____ barely acceptable
- ____ poor

Punctuality
- ____ regular
- ____ irregular

Quantity of Work
- ____ productive
- ____ acceptable
- ____ below average for his level
- ____ unproductive

Future employability
- ____ very desirable
- ____ acceptable
- ____ some reservations
- ____ undesirable

Attitude Toward Work
- ____ very interested
- ____ interested
- ____ not interested

## II. PERSONAL QUALITIES

Appearance
- ____ always acceptable
- ____ acceptable
- ____ sometimes questionable
- ____ often qitestionable
- ____ rarely acceptable

Dependability
- ____ dependable
- ____ usually dependable
- ____ sometimes careless
- ____ cannot be relied on

Judgement
- ____ mature
- ____ above average
- ____ average for his level
- ____ sometimes immature
- ____ immature

Self-Confidence
- ____ well poised
- ____ confident
- ____ usually confident
- ____ appears insecure

Emotional Maturity
- ____ well aduusted
- ____ stable
- ____ somewhat unstable

Initiative
- ____ shows initiative
- ____ lacks initiative

Ability to Learn
- ____ above average
- ____ average for his level
- ____ below average for his level

## III. INTERPERSONAL QUALITIES

Relations With Co-Workers
- ____ works well with others
- ____ satisfactory
- ____ has some difficulty
- ____ doesn't get along

Reaction to supervision
- ____ accepts criticism
- ____ some resentment shown
- ____ fails to profit

## IV. PREPARATION FOR JOB

Student's College Preparation
- ____ well prepared for his job
- ____ acceptably prepared
- ____ lacking in some areas
- ____ not adequately prepared

## V. OVERALL PERFORMANCE

- ____ Outstanding
- ____ Very good
- ____ Good
- ____ Average
- ____ Below average
- ____ Unsatisfactoty

## VI. FURTHER COMMENTS

Rated by _____ Date _____

Has the student's evaluation been reviewed with him? Yes _____ No _____

Name_____

CANDIDATE EVALUATION FORM

INTERVIEW

| X = Needs improvement | (X) | Comments |
|---|---|---|
| **Appearance and Poise** | | |
| Grooming Handshake<br>Posture Manners<br>Dress Neatness | | |
| **Interview Preparation** | | |
| Knowledge of organization<br>Knowledge of positions open<br>Pertinent and relevant questions | | |
| **Expression** | | |
| Organization<br>Presentation | | |
| **Direction** | | |
| Well defined career goals<br>Confidence<br>Realistic and practical | | |
| **Sincerity** | | |
| Genuine<br>Honest | | |
| **Personality** | | |
| Enthusiasm<br>Motivation | | |

Interviewer_____

Date_____

PAID LEAVE CODES

S - Earned Sick leave w/pay
V - Earned vacation w/pay
L - Leave of Absence w/pay
LI - On Job Injury w/pay
LJ - Jury Duty w/pay
LM - Military leave w/pay
LP - Pregnancy leave w/pay
LF - Funeral leave w/pay
X - Leave without pay
B - Christmas Bonus Days
H - Holiday (6 Paid)

SOMERSET COMMUNITY COLLEGE
UNIVERSITY OF KENTUCKY
DAILY TIME RECORD

For the two week period beginning Sat. _____ and ending Friday _____

| DEPARTMENT | EMPLOYEE NAME | SOCIAL SECURITY NUMBER |
|---|---|---|
| | | |

| DAYS | | Sat | Sun | Mon | Tu | Wed | Th | Fri | TOTAL | Sat | Sun | Mon | Tu | Wed | Th | Fri | TOTAL |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| Regular Hours to be paid to 75 | | | | | | | | | | | | | | | | | |
| PAID LEAVE CODE | | | | | | | | | | | | | | | | | |
| Overtime Hours (not to be reported as paid hours | | | | | | | | | | | | | | | | | |

| SIGNATURE | APPROVED BY | TOTAL HRS. REPORTED up to 75 | |
|---|---|---|---|
| | | | |

Revised Form 7/1/81

REQUEST FOR PURCHASE ( )
REQUEST FOR PAYMENT ( )

University of Kentucky
SOMERSET COMMUNITY COLLEGE
Somerset, Kentucky 42501

_____ Date Prepared

_____ Page___of___
DIVISION

_____
ACCOUNT NUMBER

Suggested Vendor _____
_____
_____
_____

**********
*Date Requisitioned_____
*
*Document Number _____
*
*DAV-Green/White (Direct Order)
* (Advance Payment)
*Reference Number_____
*Account Number_____
**********

FOR BUSINESS OFFICE USE

| | DESCRIPTION OF ITEM/s-Give complete specifications including cat. number, page number, etc. | QUANTITY | UNIT | UNIT PRICE | TOTAL COST |
|---|---|---|---|---|---|
| | Purchase/Payment request that accompanies order or invoice payment | | | | |
| | | | | GRAND TOTAL | |

SPECIFY DATE ORDER NEEDED_____
(DATE)

(Please allow 30 days for delivery)

(White Copy-Business Office, Green-Individual Rec., Canary-Individual Req., Pink-Division Chairman, Golden-Associate Director)

REC'D BUSINESS OFFICE_____BY_____
(date) (initial)

_____
INDIVIDUAL RECEIVING

_____
INDIVIDUAL MAKING REQUEST

_____
DIVISION CHAIRMAN (Date)

_____
ASSOCIATE DIRECTOR (Date)

# Somerset Community College
## University of Kentucky

808 Monticello Road Somerset, Kentucky 42501 Phone (606)678-8174


TRANSITIONAL SUPPORT SERVICES

EMPLOYMENT SURVEY

Quarterly Employment Survey
sent to participants.

Name_____

Address_____

_____

_____

Are you employed? _____yes _____no

Part-time_____ Full-time _____

Name of Employer (Company)_____

Address of Employer_____

_____

_____

Phone Number of Employer_____

Your Supervisor's Name_____

Your Job Title_____

Hourly Wage_____ Hours per week_____

Job Starting Date_____

Comments:



An Equal Opportunity Institution

# FAMILY LIVING

## Grandmother changes career to diesel mechanic

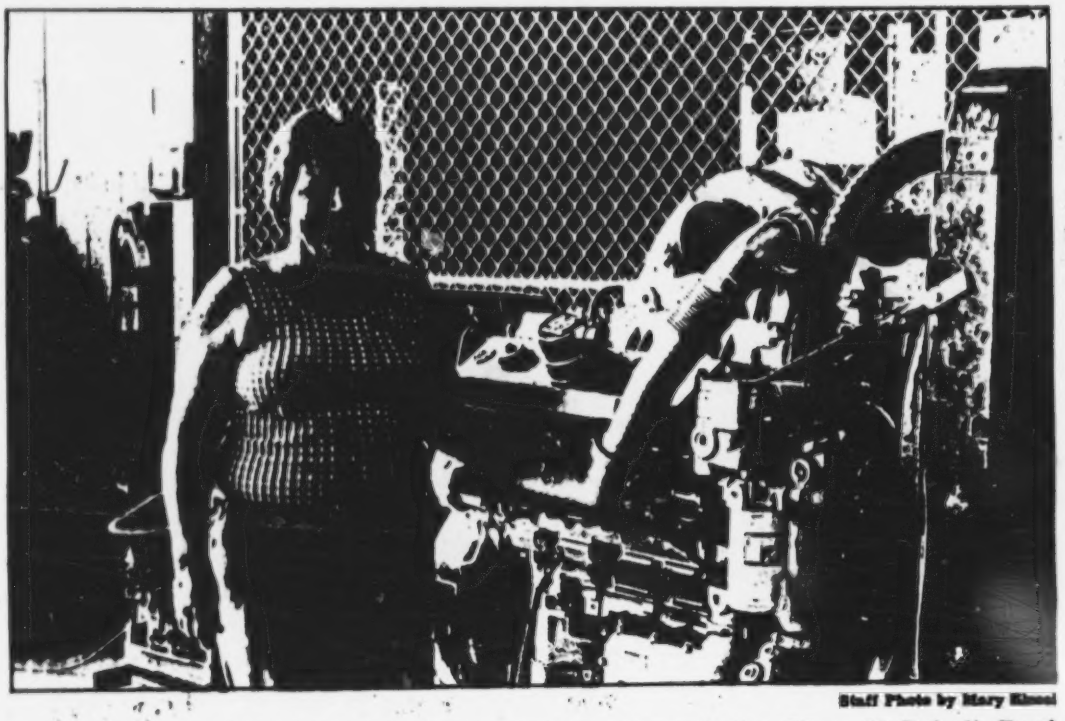
By MARY KISSEL
C-J Staff Writer

On Tuesday, Virginia Harvey, Strunk, will graduate from the diesel mechanics program at Somerset State Vocational-Technical School, with hopes of pressing the accelerator on a new career.

Harvey, a 43-year-old widowed grandmother, admits to seeing a few raised eyebrows when she began the 22-month course. "Some of the guys, when I first came in, they kind of backed up and looked at me for two or three days until they got used to the idea of me being here," she said. "There's a lot of them that's already graduated who were here when I started, but there's a lot of them who'll come and ask me how to do something. That makes me feel good. They know I've been here long enough to know how to do it, so they just accept me as one of the guys."

"She's a good student (she earns mostly A's) — she can do anything a man can do," said Ralph Morris, one of the class instructors. As with many of his beginning students, he said he was surprised with her progress — as was her fellow classmates. "She showed them," he laughed. "They have to hustle to keep up with her."

Harvey said she became interested in mechanics when she dated a truck driver who worked in a garage. Since then, she has helped her four older brothers and a brother in-law with their cars. After class on Tuesday, Harvey planned to take home a '65 Chevy with 300,000 miles that she had re-built with new parts. "I like to take something apart and put it back together and listen to it run and know that it works right," she said. She took this class so she could learn how to fix trucks. Since February, she and a another man have put together three tractors, three small engines and two power units — one for a sawmill. "To know that they're out there working, and they're not having any problems with them makes you feel good. You know you've accomplished something," she said.



Staff Photo by Mary Kissel

Diesel mechanic student Virginia Harvey and her "favorite," a Silver 92 Detroit diesel engine.

Morris said after one of those power units was completed, the customer came back to the school and requested that Harvey work on his farm tractor — if she could do it. She did. "Virginia, I wouldn't mind her working on any piece of equipment I've got," Morris said.

Before starting a family of four daughters, she had attended college with the hopes of being a history teacher. Since then, she has worked in such jobs as a bookkeeper and a substitute teacher. When she considered this career change, she received full support from her daughters. "They said, 'Mom, if that's what you want — go for it. You've always tinkered around with your own car. If you want the bigger engines, go learn it,'" she said. Her 16-year-old and 10-year-old daughters who still live at home have assisted the sometimes-weary student by helping with the housework and cooking.

One reason why Harvey didn't go back to earn an education degree is that she lost the sight in one eye 12 years ago. She was afflicted with a hystoplasmosis infection, and by the time the doctors diagnosed the problem, her retina was scarred. She can still see out of the corner of the eye, but can't read or do close work for fear of disrupting her good eye. However, this medical problem doesn't hamper her mechanical work, and she pointed out that one of the school's best-ever diesel mechanics, Dale Flatt, is legally blind — and working.

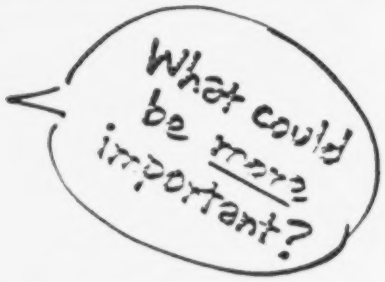
Harvey is the latest of several women to graduate from the program, said Morris. One of her predecessors, Regina Burton, was a state winner in the Vocational Industrial Clubs of America (VICA) Skills Olympics. However, it is rare enough that local employers are still uncomfortable with the idea of hiring women as mechanics, Morris said. Harvey agreed and said she is considering using her skills in a civil-service position. "Most of the time, if you go to a garage, those people are kind of prejudiced. "They say, 'aw you can't do that kind of work.' I know I can do it," she said. "The government won't tell you that. If you can get into civil service, they'll let you work."

# Transitional Support Services

Kay Spillman
Shirlee Stephenson...Glenna Smith

## OBTAINED GED CERTIFICATE

Ann Alcorn
Carolyn Gosser
Fairzina Jones
Deborah Stringer
Donna Worley
Rebecca Wesley
Susie V. Brown
Carolyn Jasper




## ENROLLED IN VOCATIONAL SCHOOL

Barbara Gregory
Donna Worley
Judy Coffey
Libby Stephens
Linda Latham
Rebecca Wesley
Virginia Harvey (Graduate '87!)

WINNERS

## INTERNSHIPS

Rosetta Faye Taylor
Darlene Cline
Janice Cowan
Joyce Hall
Wilma Dykes
Linda Latham
Ann Alcorn

Career Search

## OBTAINED EMPLOYMENT

(as of October)

Deborah Stringer
Fairzina Jones
Teresa Newman
Barbara Sloan
Mary L. Phelps
Wanda Reynolds
Sherry Spradlin
* Roberta Martin
Barbara Melton
Shirley Owens
Vicky Day
Norma Dick
Lee Cooley*
Donna Roberts*
Albert Zazueta*

*Relocated

## GED STUDIES

Joyce Hall, Vic Taylor
Anna Polston, Wanda Reynolds
Jack Polston,

## ENROLLED IN SOMERSET COMMUNITY COLLEGE

*Graduating in May, '87

Darline Cline
Janice Cowan
Wilma Dykes
Barbara Newton
Carolyn Gosser
Alice Turner
Teresa Inabnitt
Rosanne Price
Fairzina Jones
Holly Loser
Reeda Kuhn
*Tamra Baker
*Donna Cooper
*Pamela Miller
Emanuel Stogsdill
Karen Stogsdill
Bridget Roysdon
Mary Louise Phelps
Glenna Neal
Dorothy King
Rosetta Faye Taylor
Sheri L. Jones
Brenda Corbin
Ann Alcorn
Sue Wilson
Vicky Day
Roland Hanson
Sherri Cooper

## MARCH ORIENTATION TO THE "WORLD OF WORK"

*Perfect Attendance

*Susie Brown
*Janice Cowan
*Lena Gilbert
*Rosanne Price
*Emanuel Stogsdill
*Rebecca Wesley
Rosella Faulkner
Helena Genoe
Anna Polston
Betty W. Ramsey
*Wilma Dykes
*Ida Floyd
*Carolyn Gosser
*Wanda Reynolds
*Karen Stogsdill
Darlene Cline
Jullena Garlandios
Teresa Inabnitt
Betty C. Ramsey

## SOMERSET STATE VO-TECH SCHOOL PRINTSHOP

Beginning in August:
Ida Floyd
Kathy Sexton
Opal Morrow

## ENROLLED IN INTERSESSION

Carolyn Gosser
Emanuel Stogsdill
Karen Stogsdill
Mary L. Phelps
Pam Miller
Donna Cooper
Fairzina Jones
Betty L. Cook
Susie Brown
Ann Alcorn
Wilma Dykes
Rosanne Price



willing
TO GROW...

## HOSPITALITY

Pulaski and surrounding counties are on the move in their efforts toward promoting tourism in our area. Those from TSS who attended the "Tourism Works For The Cumberlands" workshop at SCC were Janice Cowan, Karen and Emanuel Stogsdill, Darlene Cline and Glenna Smith.
The workshop is proving to be effective in retaining "The Friendly South" image.

## IN APPRECIATION OF _ _ _

We would like to express our appreciation to each one of our speakers who took time from their busy schedules to share their knowledge and life experiences with our March Orientation class.
THANK YOU....

| | |
|---|---|
| Pat Rucker | Betty Stewart |
| Lorraine Smith | Sharon Whitehead |
| Betty Neely | Phillip Jones |
| Ray Miller | Pat Spaniol |
| Joanne Story | Goldie McCann |

## NETWORKING

Pam Cain in the Career Development center is working closely with Transitional Support Services in the job search. The Career Development Center is serving more people than ever and it is assisting some current students in new ways. Several students have combined employment with fun and travel for the summer. One student will be working at Opryland in Nashville, TN while another has gone to a resort in Keystone, CO. A third student has been accepted to work at Yellowstone National Park in Wyoming. Employment CAN be fun! For further information contact Pamela Cain, Meece Bldg., 679-8501, ext. 239.

## BABIES! BABIES!

Three of our ladies have added joy and added responsibilities! Rachel, born to Rosanne Price, Christy, born to Debra Burton, and Allen, born to Ida Floyd.
Good luck ladies!

Good communications is the essence of good relations.

You'll build friends fast...

## COMING UP!! AUGUST ORIENTATION '87

Preparations are being made for an exciting three weeks in August! We will begin with a crash course in Self-image/Self-projection, positive self-concept, assertiveness, decision-making, communication skills, employability skills and various other topics. We will have speakers from local industries and community programs to help participants know the career choices available to them. If you know of someone you feel would benefit from our program, have them call us for an application.

## LET US HEAR FROM YOU

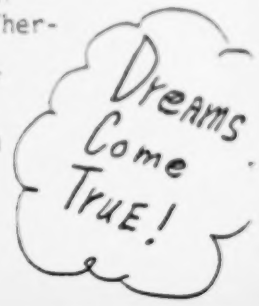
Many times we hear of job openings and can't get in touch with you. Please check in twice a week, either by phone or a visit. Let us know whats happening!

## GOOD NEWS by Glenna Smith

April 22nd was a very special day for me! Being National Secretary Day, I was honored by Kay Spillman who invited me to be her guest for a fashion show and luncheon at the Holiday Inn. Even though there were probably a hundred other secretaries honored, I felt most special. The fashion show models were our very own SCC students who did an excellent job. The afternoon was further highlighted with drawings for many nice door prizes. Since I stress the "Power of Positive Thinking" in class, I felt I should put it into practice. I pushed my chair back, prepared to rise... and sure enough, my name was called! I was the winner of five tickets to the Showplace Cinema!

## CONGRATULATIONS LADIES!

Four of our ladies have graduated this year:
Donna Cooper, an Associates of Science degree in Human Services/ Mental Health.
Tamra Baker, an Associates of Science degree as Physical Therapist Assistant.
Pamela Miller, Associates of Communications.
Virginia Harvey, a degree in Diesel Mechanics.
We are very proud of you!



THANK YOU

We really appreciate your response to our concern about Vocational Education funds being cut. Thank you for your letters to President Ronald Reagan and Congressman Harold Rogers. Following is a reply we received from Mr. Rogers:

HAROLD ROGERS
5TH DISTRICT, KENTUCKY

WASHINGTON OFFICE
208 CANNON BUILDING
WASHINGTON, DC 20515
(202) 225-4601

DISTRICT OFFICE
218 POPLAR AVENUE
SOMERSET, KY 42501
(606) 679-8348 OR
1-800-632-8588

Congress of the United States
House of Representatives
Washington, DC 20515

March 31, 1987

COMMITTEE ON
APPROPRIATIONS

SUBCOMMITTEE
COMMERCE, JUSTICE, STATE,
AND JUDICIARY
(VICE CHAIRMAN)

COMMITTEE ON THE BUDGET

CHAIRMAN
HOUSE TASK FORCE ON
COAL EXPORTS

Mrs. Kay Spillman
Coordinator
Somerset Community College
808 Monticello Road
Somerset, Kentucky 42501

Dear Mrs. Spillman:

I have heard from a lot of folks across Kentucky who share your concern about the proposal to discontinue funding for vocational education. Thank you for taking the time to contact me.

There is no question that education policy will continue to be driven by budget considerations. The Administration and Congress are preoccupied by the budget dilemma, and this commitment to federal deficit control has forced the annual budget process to become the primary vehicle for policy decisions regarding vocational education.

However, the quality and accessibility of vocational education for Americans should not be fully influenced by the need to reduce federal operating deficits. As we act upon our concern about the deficit, we must realize that it is unwise to continue to cut vocational programs.

You will be pleased to know that Senator Gore has recently introduced a concurrent resolution to express the sense of Congress that funding for vocational education programs should not be eliminated. This measure is being considered by the Senate Labor and Human Resources Committee.

My record speaks very strongly to my personal support of vocational education funding, and you can be assured that I will not hesitate to vote to continue this federal funding. The personal letters you enclosed are a poignant representation of the need for career development programs. Vocational education is an essential investment in our future, and we must work to expand the resources rather than eliminate them.

I hope you will continue to keep in touch. Please do not hesitate to let me know if there is ever anything I can do for you. I look forward to hearing from you again.

Sincerely,

Hal

HAROLD ROGERS
Member of Congress

# Somerset Community College

## University of Kentucky

808 Monticello Road Somerset, Kentucky 42501 Phone (606) 679-8501

Grants Office


TRANSITIONAL SUPPORT SERVICES ADVISORY COMMITTEE

Phillip Jones, Social Services
Lois Graybeel, Director of Buildings & Grounds, Oakwood Training Center
Harold Belcher, Assistant Principal, Pulaski County High School
Betty Neely, Counselor, Somerset State Vo-Tech School
Sherry Zazueta, S.T.A.R. Management
Kathy Waters, Social Worker, Department for Employment Services
Betty Stewart, Secretary, Somerset Community College
June Wesley, Secretary, Fifth Congressional District Office
Max Duncan, Industry Liaison, Somerset Community College
Sister Marty Conrad, Saint Mildred's Outreach



An Equal Opportunity Institution

# Lake Cumberland Clinical Services

**Office of Director**
324 Cundiff Square
Somerset, KY 42501
(606) 679-6553

**Albany Clinic**
P O Box 27
507 Cross Street
Albany, KY 42602
(606) 387-7635

**Burkesville Clinic**
P O Box 606
Hill Street
Burkesville, KY 42717
(502) 864-5631

**Campbellsville Clinic**
Hearthside Professional Center
1846 Old Lebanon Road
Campbellsville, KY 42718
(502) 465-7424
(502) 465-7124

**Columbia Clinic**
113 Campbellsville Street
Columbia, KY 42728
(502) 384-4719

**Greensburg Clinic**
119 Public Square
Greensburg, KY 42743
(502) 932-3226

**Jamestown Clinic**
P O Box 2
Hwy 127 South
Jamestown, KY 42629
(502) 343-2551

**Liberty Clinic**
Box 8-K, Liberty Square
Liberty, KY 42539
(606) 787-9472

**Somerset Clinic**
324 Cundiff Square
Somerset, KY 42501
(606) 679-7348

**Wayne County Clinic**
P O Box 786
North Highway 90
Monticello, KY 42633
(606) 348-9318

**Whitley City Clinic**
P O Box 605
Whitley City Plaza, Hwy. 27
Whitley City, KY 42653
(606) 376-2466

January 5, 1987

Ms. Kay Spillman
Coordinator,
Traditional Support Services
Somerset Community College
808 Monticello Road
Somerset, Ky 42501

re: Advisory Committee

Dear Kay,

Thank you very much for your invitation to serve on the Advisory Committee for the Traditional Support Services Program at Somerset Community College. I gladly accept the offer and am looking forward to our first meeting.

I have gained much respect for your program and the goals that are being accomplished. It has been a pleasure to be of assistance to you in the past and I look forward to continuing this relationship in the future.

Best of luck in this new year.

Sincerely,

Sherri Zazueta

Sherri Zazueta
Mental Health Educator

CC. David True
Sherry DeBord